

**MINUTES OF THE  
PROFICIENCY TESTING COMMITTEE MEETING  
MARCH 26, 2002**

The Proficiency Testing Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on Tuesday, March 26, 2002, at 1:00 p.m., Eastern Standard Time (EST). The meeting was led by Chair Ms. Barbara Burmeister of the Wisconsin State Laboratory of Hygiene. The Agenda is given in Attachment A. A list of Action Items is given in Attachment B and the List of Participants is given in Attachment C. *The purpose of the meeting was to address items of importance identified in the meeting agenda.*

**INTRODUCTION**

The teleconference commenced with Ms. Burmeister taking roll call and reviewing the Agenda.

**TOPICS OF DISCUSSION**

***Minutes and Action item Review***

Minutes from the teleconference of March 12, 2002, were reviewed and accepted as written. The action items were reviewed and the status is shown on Attachment B.

***Quick Response PT Subcommittee Report and Comment from Jane Jensen, CA ELAP***

Dr. Anand Mudambi reported that concerns were raised by the Office of Water regarding usage of supplemental Proficiency Testing Studies to remedy corrective actions. The subcommittee met on March 21<sup>st</sup> via teleconference and discussed the issues related to quick response PT studies. It was noted that from a laboratory perspective, there is no value added by imposing the current requirement found in the 2001 version of Section 2.7.3.1 and increased work for tracking method and analyte PT samples by accrediting authorities. Also noted was that the 15 days between PT studies was too short of a timeframe for corrective action and this section does not help laboratories in question maintain their accreditation. It was also recommended that if PT study results were posted on a vendor website for those who participated in the study, access to the study data should be password protected. Dr. Mudambi and Ms. Marykay Steinman will redraft requirement language for further review by this committee.

***Status of Technology Codes***

Dr. Thomas McAninch reported that new codes have been created and that he had distributed the list by email to the committee members. He summarized the changes made within various code categories. The committee recommended minor changes and additions. Dr. McAninch will revise the table and redistribute to the committee for final approval at the next teleconference.

### ***Status of Revised Analyte and Method Code Lists***

Dr. Ralph Obenauf reported that several issues arose from the subcommittee review of the revised method code list. One issue is whether there is a need to have combination method codes or separate codes. He reported that a suggestion was made to include these codes into a separate category entitled "Other". Dr. Obenauf will contact EPA and several AA's to determine their views on this subject. Another issue is how to handle manufacturer specific methods. Since the Analyte/Method Code SOP specifies that any method accredited by an AA will have a code assigned, the committee determined that there should be a separate category created for manufacturing codes, i.e., Category 70. Any method having a previously assigned code will be assigned a new code in the appropriate range and the old code retired with reference to the new code in the table. A mechanism to get wider usage of the method codes was discussed. EPA/NIST had been contacted about this but to date there is no clear conclusion. One way would be for the method codes to be amended into the EPA Criteria Document. Ms. Burmeister reported that the Office of Water has started to add analyte codes to the Criteria Document and would like to add method codes but they do not want to go forward until they are notified that the Criteria Document is their responsibility. Ms. Burmeister will email Ms. Silky Labie to request that the NELAC BoD send a letter to EPA requesting the status of the Criteria Document.

### ***Status of Radiochemistry FOT Subcommittee (John)***

Dr. John Griggs reported that a Radiochemistry FOT subcommittee teleconference is scheduled the week of April 01, 2002. He indicated that the subcommittee is proposing, as their short-term goal, changes to Appendix G and modifications to proposed FOT criteria to make the language more consistent with the EPA Criteria Document. He also noted that the long-term goal of this subcommittee is to apply criteria to all matrices rather than just to water. A further report will be given to this committee at the April 23rd teleconference.

### ***Status of FOT Acceptance Criteria Subcommittee***

Ms. Burmeister reported that all data received has been masked and forwarded to Mr. Tom Coyner for data calculation. The results will be made available in the near future. New subcommittee members include Mr. Dan Tholen, a statistician consultant and Mr. Edward Glick of the EPA Office of Water. Mr. Glick also has a statistician that can participate in the data review process. Ms. Burmeister will email Mr. Coyner as to the timeframe for the data evaluation results. She also recommended that there be a face-to-face meeting for the entire subcommittee to review the data together.

### ***Status of Revised "Six Month" FAQ***

Ms. Steinman provided this committee with the FAQ language change to reflect the "no more than seven months" requirement which was approved. She will submit this language change for the NELAC Standard to be reviewed and ratified at NELAC 8.

## ***Appendix D Ongoing Monitoring Criteria Subcommittee Report***

Ms. Burmeister reported for Dr. Obenauf that he will forward all input for ongoing monitoring criteria to the subcommittee for review and discussion. The subcommittee currently consists of Mr. Coyner, Dr. Mike Miller, Dr. Mark Carter, Mr. Matt Caruso, Mr. Chuck Wibby and Ms. Betsy Ziomek of Virginia DEQ. Ms. Roxanne Robinson from A2LA is also interested in being a member of this subcommittee. Because A2LA is an accrediting body with extensive auditing experience, Ms. Burmeister suggested that an A2LA representative would be appropriate for the subcommittee.

### ***Comments/Questions Received***

- James Parker, Air Toxics, Ltd – Soil PT Requirements : Mr. Parker's laboratory analyses Volatile Organic Sampling Trains (VOST) by Method SW8260B in conjunction with SW5041A/SW5030. There is currently no available PT sample for the VOST tube matrix. Since this falls under RCRA, the current PT requirement for RCRA is a soil matrix PT study. Since Method SW5041A describes desorption of VOST tube components into organically pure water for SW8260B analysis, the lab feels that a water matrix PT study would be more appropriate than a soil matrix PT study. Also, they feel that the soil PT study requirement is irrelevant to the use of SW846 methodology with respect to air analysis since they would have to purchase, calibrate and maintain equipment that will be used only for PT sample analyses. Mr. Parker is requesting the PT Committee to drop the soil PT requirement and allow them to continue with their existing wastewater PT program. The committee discussed how to respond to this comment and may need input from the NELAC AA Group. Discussion will continue during the next teleconference.

### **ADJOURNMENT**

The meeting was adjourned as the allotted teleconference time expired. Agenda items not discussed were deferred until the next scheduled teleconference.

### **NEXT MEETING**

The next Proficiency Testing Committee teleconference is scheduled for April 09, 2002, at 1:00 p.m., EST.

**AGENDA  
PROFICIENCY TESTING COMMITTEE MEETING  
MARCH 26, 2002**

1. Minutes and status of action items from March 12, 2002 teleconference
2. Quick response PT subcommittee report and comment from Jane Jensen, CA ELAP (Anand)
3. Status of technology codes (Tom)
4. Status of revised analyte and method code lists (Ralph)
  - Method code/description update
  - Manufacturer specific methods
  - State/laboratory specific methods
5. Status of Radiochemistry FOT subcommittee (John)
6. Status of FOT Acceptance criteria subcommittee (Barb/RaeAnn)
7. Status of revised “six month” FAQ (RaeAnn)
8. Appendix D Ongoing monitoring criteria subcommittee report (Ralph)
9. Comments/questions received
  - James Parker, Air Toxics, Ltd – Soil PT requirements
10. EPA/NIST items
11. Membership and Outreach Committee update
12. Other items or issues

**ACTION ITEMS  
PROFICIENCY TESTING COMMITTEE MEETING  
MARCH 26, 2002**

<b>Item No.</b>	<b>Date Proposed</b>	<b>Action</b>	<b>Date to be Completed</b>
1.	03/12/02	Propose new language for QC standards analysis issue. (Burmeister)	04/09/02
2.	03/26/02	Send revised FOT tables to Ms. Jeanne Hankins for posting to NELAC website, PT providers and NELAP AAs (Burmeister)	04/09/02
3.	03/26/02	Revise NELAC Standard document language to reflect “no more than seven months” as changed in the FAQ (Steinman)	04/09/02
4.	03/26/02	Redraft requirement language regarding Quick Response PT for review by PT Committee (Steinman/Mudambi)	ASAP
5.	03/26/02	Revise Technology Codes (McAninch)	04/09/02
6.	03/26/02	Revise Analyte and Method Code Lists (Obenauf)	04/09/02
7.	03/26/02	Report on Radiochemistry FOT Subcommittee (Griggs)	04/23/02
8.	03/26/02	Email Mr. Coyner for timeframe to receive FOT Acceptance Criteria data calculation results (Burmeister)	ASAP
9.	03/26/02	Email Ms. Labie asking the NELAC BoD to request the status of the EPA Criteria Document (Burmeister)	04/09/02

**LIST OF PARTICIPANTS  
PROFICIENCY TESTING COMMITTEE MEETING  
MARCH 26, 2002**

<b>Name</b>	<b>Affiliation</b>	<b>Address</b>
Burmeister, Barbara, Chairperson	Wisconsin State Laboratory of Hygiene	T: (608) 265-1100 F: (608) 265-1114 E: burmie@mail.slh.wisc.edu
Griggs, John	USEPA/OAR	T: (334) 270-3450 F: (334) 270-3454 E: griggs.john@epa.gov
Haynes, RaeAnn (absent)	State of Oregon DEQ	T: (503) 229-5983 F: (503) 229-6924 E: haynes.raeann@deq.state.or.us
Jackson, Larry (absent)	Environmental Quality Management	T: (603) 924-6852 F: (603) 924-6346 E: lpjackson@msn.com
McAninch, Tom	Eastman Chemical Company	T: (903)237-5473 F: (903)237-6395 E: twmcan@eastman.com
Miller, Michael	NJ DEP - Lab Certification Office of QA	T: (609) 633-2804 F: (609) 777-1774 E: mmiller1@dep.state.nj.us
Mudambi, Anand	US Army Corps of Engineers	T: (703) 603-8796 F: (703) 603-9112 E: mudambi.anand@epa.gov
Obenauf, Ralph	SPEX CertiPrep, Inc.	T: (732) 549-7144 F: (732) 603-9647 E: robenauf@spexcsp.com
Steinman, Marykay	M.J. Reider Associates, Inc.	T: (610)374-5129 F: (610)374-7234 E: msteinman@mjureider.com
Brediger, Arlyn (contractor support)	Anteon Corporation	T: (702) 731-4233 F: (702) 731-4027 E: abrediger@anteon.com